

**MINUTES
PUBLIC BUILDING COMMISSION
TUESDAY, MAY 14, 2013, 1:30 P.M.
CONFERENCE ROOM 113
COUNTY CITY BUILDING**

PRESENT: Jonathan Cook, Linda Wilson, Eugene Carroll, Larry Hudkins, Jane Raybould

OTHERS PRESENT: Don Killeen, Rod Confer, Bob Walla, Vince Mejer, Minette Genuchi, Nancy Hicks, and Jeanne Sayers

The meeting of the Public Building Commission was called to order by Chairperson Larry Hudkins and the location of the Nebraska Open Meetings Act was announced.

Wilson moved and Carroll seconded a motion to approve the minutes from the April 9, 2013, Public Building Commission meeting. The motion passed with Raybould being absent at the time.

The bid award for the 27th Street LPD Solar Panels complied with federal guidelines as far as grant monies were involved. The procedures were reviewed and audited by the Purchasing department and the final award decision was made through appropriate analysis of the bids provided.

Wilson moved to approve attendance at the BOMA (Building Owners and Managers Association) Conference in June of this year for Don Killeen. With a second from Cook the motion passed.

Three (3) facilities have been added to the EnergyPrint program and one (1) facility has shown spikes in electrical use. LES is assisting the County City Property Management staff in locating the cause of these electrical spikes and results will be made available to this Commission.

Wilson moved to approve the General Vouchers for April 2013 and Raybould seconded. The vote carried.

The Clark Enersen Partners have recommended Spaces, Inc. be awarded the bid for the Lancaster County Courtroom Furnishings. Following discussion Cook moved and Carroll seconded a motion to award per recommendation. The motion passed unanimously.

The Food Bank Campaign will begin July 8th through July 19th. Minette Genuchi has requested that the deli area be utilized for the July 12th picnic as well as allowing departments to hold fund raisers for Food Bank donations within their departments or use of Conference Rooms. Cook moved to approve all activities related to the Food Bank Campaign. Wilson seconded the motion which passed unanimously.

Cook moved to approve Annual Requirements/Amendments: a - Wesco Distribution, Inc, Supply & Deliver Electrical Supplies; b - First Choice Vending, Snack Food Vending Services at Various Locations; c - Graybar Electrical Company, Electrical Products. Raybould seconded and the motion passed.

Cook moved approval of the Service Policy Test & Inspection Agreement from NECO Security for the Health Department. Wilson seconded and the motion passed.

A contribution has been made to Aging Partners for construction of an asphalt parking area at the

Northeast Senior Center. There will be no budgetary cost but the project will be overseen by Building Commission staff.

All Makes Office Equipment has tested the operations/functions of all 19 (12 high back and 7 short back) blue chairs which are used in the Chambers and Conference Room 113, parts have been ordered and replaced.

Active Shooters Procedures: Emergency Management has prepared a quick 'to do' in response to potential life threatening situations. It is suggested that each department do an internal assessment to locate vulnerability. It has been reported that due to the new phone system there is an additional delay in response time to panic buttons. Other alert systems, as the public school systems, university, courts, could be inquired upon for suggestions. Raybould moved to authorize the Public Building Commission staff to re-activate the Security Committee so evaluations, recommendations and procedures can be analyzed by proper authority and put into place. Cook seconded and the motion passed unanimously.

The next meeting of the Commission is tentatively set for June 11, 2013 and the July meeting, normally July 9th (tentatively the Commons Budget Meeting), be postponed to July 16, 2013.

Report From Administrative Staff: The First Friday Art Walk which was held on May 3rd and featured "Heros Among Us" as illustrated by school students of a fifty mile radius of Lincoln. The event was hosted by Hildegard Center for the Arts and Mayor Chris Beutler was present to honor winners of the Visual Art Competition.

Members of the Commission expressed their gratitude to Gene Carroll for his service to the City and his work as a Building Commissioner for the past four (4) years.

With no further business, Cook moved to adjourn the meeting which was seconded by Raybould. The vote carried unanimously.